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**From:** Piro, Peter (DPH)  
**Sent:** Friday, June 29, 2012 7:48 AM  
**To:** Saunders, Della (DPH); Corbett, Kate (DPH); Glazer, Lisa (DPH); Frasca, Daniela (DPH); Renczkowski, Daniel (DPH); Medina, Nicole (DPH); Lawler, Michael (DPH); Lleshi, Hevis (DPH)  
**Cc:** Piro, Peter (DPH); Salemi, Charles (DPH); Nassif, Julianne (DPH)  
**Subject:** GC/MS Quality Improvement

Moving forward I'd like to make certain each GC/MS instrument receive at least one injector preventative maintenance (P.M.) per month. In addition to the maintenance log book, I will create an internal QC spreadsheet that documents the GC/MS system, the date of the injector P.M. and the chemist who performed the P.M. I will also add a few fields for source cleanings, filament replacement and rough pump oil changes. Lastly, I need volunteers for the monthly injector P.M. so let me know if you are interested.

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